

**Beach Cities Watershed Management Group Meeting
December 8, 2015
Meeting Minutes**

Attendees: John Dorsey (Center for SMB Studies) , Carlos Carreon (EcoKai), Jim Burton (EcoKai), Ken Susilo (Geosyntec), Chris Wessel (Geosyntec), Raul Saenz (City of MB), Shawn Igoe (City of MB), Geraldine Trivedi (City of RB), Kristy Morris (City of Hermosa Beach), John Dettle (City of Torrance), Chien Pei (Mark) Yu (CalTrans), TJ Moon (LACFCD)-via phone, Kathleen McGowan (McGowan Consulting), Susan Robinson (McGowan Consulting)

1. CIMP Proposal Discussion with Geosyntec, EcoKai and Center for Santa Monica Bay Studies Representatives
 - a. Geosyntec has a 15-year relationship with the sub consultants EcoKai and Center for SMB Studies
 - b. Geosyntec is set up and ready to initiate project
 - i. Chris Wessel will act as project manager for CIMP Implementation
 - ii. Avery Blackwell will be Geosyntec's task leader for field coordination, project mobilization and health & safety
 - iii. Diego Cadena will be on the Geosyntec team to assist with permitting and was Deputy Director of Public Works for LA County for 30+ years
 - c. EcoKai (office at Ballona Wetlands)
 - i. Jim Burton (Founder) ran the groundwater monitoring program with Metropolitan Water District, also worked at Psomas and founded EcoKai in 2009
 - ii. Carlos Carreon has experience in coastal sampling and has sampled from the particular vessel proposed for this project (with Captain Michael Quill)
 1. Michael Quill has captained over 200 ocean trips to collect water quality samples. A 24-foot Radon dive-certified vessel with Coast Guard safety registration based in Marina del Rey will be used for ocean sampling
 2. Ocean sampling protocol was discussed - how to collect representative sample from ocean water
 - a. Group proposed taking samples to determine mixing zone and figuring out how to take more representative sample than collection from the surface – this will be explored more once they get the NTP
 3. Carlos will run the marine sampling with sample support teams from LMU and EcoKai
 - d. Center for SMB Studies
 - i. John Dorsey previously worked at City of LA conducting marine monitoring and stormwater monitoring

- ii. Center for SMB Studies is a collaboration between the Bay Foundation and Loyola Marymount University with students running projects
 - iii. Center for SMB Studies has published work with SCCWRP in the past
 - iv. Approach to staffing of sampling would be to have a team consisting of a senior scientist and a field technician along with a student assigned to each site.
 - v. They are planning to do an in-field training session with students prior to the first sampling event
 - vi. The Bay Foundation has also committed to providing staff if needed, and Geosyntec staff is available in a pinch
- e. The lab for a majority of the sampling will be CalScience; the toxicity lab will be ABC; Michelson will do the bacteria analysis as well as sampling for shoreline monitoring
- f. Sampling and Reporting QAQC
 - i. Geosyntec has created an automated analysis tool for assessing data and conducting QA/QC that they will implement for this project
 - 1. Data will be processed and put in a format that automates much of the QAQC review
 - 2. Data validation team will then review the file output
 - 3. The revised file will then be forwarded to the team to be compiled into a single report for the Beach Cities WMG--all data will be compiled into one report
- g. Consulting team agreed to allow the Beach Cities WMG review any proposed publications using data collected as part of the CIMP
- h. Schedule
 - i. Geosyntec will evaluate remaining funds in Redondo Beach contract to see whether there is excess that can be used toward pulling permits and other administrative tasks in order to get CIMP implementation going prior to NTP
 - i. Torrance requested the removal of Torrance Basin Regional Project Monitoring and Reporting from the CIMP Scope of Work
 - j. Geosyntec will double check the cost spreadsheet for errors and email a revised spreadsheet to McGowan Consulting
- 2. EWMP Revision and Response to Comments
 - a. Geosyntec gave a summary of comments from the Regional Board on the Beach Cities EWMP and how they will address the comments
 - i. Comment: BMP Construction completion/implementation schedule needs to be better outlined
 - 1. Manhattan Beach Infiltration Trench and Hermosa Greenbelt will be the first projects that will be completed by 2121
 - 2. Geosyntec will use different colors to show different stages of BMP construction (ie. Funding, design, construction)
 - ii. Comment: MCM enhancements milestones need to be discussed

1. Geosyntec will provide a table of enhanced MCMs and each agency will fill out milestone dates for completion of the enhancements for inclusion in the EWMP
- iii. Cost Analysis Discussion
 1. Board wants a line item budget on what the group is planning to spend for EWMP implementation and who will be responsible for what through the end of 2017
 - a. Group agreed to give them a target milestone for having an agreement in place for EWMP implementation. Will Initiate EWMP Implementation MOU discussion in March with a target completion date of December 2016 for the execution of MOU. MOU will delineate responsibilities, seeking of funding, etc.
 2. Group can leverage the City Manager's funding study by Ken Farfsing and Rich Watson
 3. Geosyntec will include each agency's current year budget + budget for the next couple fiscal years committed to stormwater (including CIMP implementation)
 - a. Each agency needs to send Chris Wessel their annual report budget tables
 - iv. Next steps: Geosyntec will get a Draft EWMP to the group by December 24th, and would like comments back by January 12, 2016
 - v. The revised EWMP will be submitted to the Regional Board by January 20, 2016
3. CIMP MOU
 - a. Cost Share Tables
 - i. Group agreed to revise cost share tables to include Watershed Implementation in CIMP Implementation Total Costs and change the term to CIMP Coordination
 - ii. Group agreed to strike the Torrance Basin Monitoring line item in Table 1
 - iii. Group agreed to strike Table 3
 - b. Sharing of CIMP Admin Cost
 - i. Group agreed to move administrative costs upfront to Table 1 from Table 2
 - c. Torrance will review the MOU with their City attorney and provide comments ASAP
4. MS4 Permit Annual Reports
 - a. Website submittal instructions have been sent out by Ivar Ridgeway for online submittal
 - b. Other issues/questions related to annual report preparation
 - i. Torrance submitted Trash Monitoring and Reporting Plan as separate attachment to their annual report
5. LA Permit Group
 - a. Vivian Castro is stepping down as chair of the LA Permit Group

- i. There will be no January meeting
 - ii. The group needs a new chair
- b. There will be a special topic meeting in February to talk about funding
- 6. Upcoming Prop 1 Grant Solicitations
 - a. Redondo Beach is working with Geosyntec and Blaise & Associates to submit a grant application
 - b. There will be a State Board meeting for adoption of the Prop 1 Stormwater Grant for Implementation in December
 - c. SMBRF Prop 84 grant solicitation is open but is for implementation projects only
- 7. Other items/new business
 - a. January 12th next meeting

Action Items:

- 1. Geosyntec will look into remaining funds in Redondo Beach contract to see if there is excess that can be used toward pulling permits and other administrative tasks in order to get CIMP implementation going prior to NTP
- 2. Geosyntec will double check the cost spreadsheet for errors
- 3. Geosyntec will remove Torrance Basin Monitoring from the CIMP Scope of Work and revise the cost spreadsheet accordingly
- 4. Geosyntec will email McGowan Consulting a revised cost spreadsheet
- 5. Geosyntec will provide a table of enhanced MCMs to each agency
- 6. Each agency needs to fill out milestone dates for completion of the MCM enhancements for inclusion in the revised EWMP
- 7. Each agency needs to provide Geosyntec with budget tables from their annual report ASAP
- 8. Geosyntec will revise the Draft EWMP to address the Regional Board comments and provide a draft to the group by December 24th
- 9. Each agency will provide comments on the revised EWMP to Geosyntec by January 12
- 10. Geosyntec will submit the revised EWMP to the Regional Board by January 20, 2016
- 11. McGowan Consulting will revise the MOU cost share tables according to discussion
- 12. McGowan Consulting will consolidate all City Attorney comments on the MOU and provide to Manhattan Beach's City Attorney for adjudication